

# STATION USER GUIDE

The KX-T30830, KX-T30820 and/or KX-T30850 can be connected to the KX-T61610.

Additional features will be provided with the KX-T30830, KX-T30820 and/or KX-T30850 by this connection.

Use this Station User Guide with the Operating Instructions of the KX-T30830, KX-T30820 and/or KX-T30850.



KX-T30830



KX-T61610



KX-T30820



KX-T30850

**Panasonic**  
**EASA-PHONE**

## Paging Group

Allows paging to one of four groups.

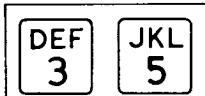
The page can only be heard from a KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850.

### ■ To Access

For Pickup Group 1



LIFT THE HANDSET  
OR PRESS  
"SP-PHONE"



DIAL "35"



CONFIRMATION  
TONE OF 1~  
BEEP WILL  
BE HEARD



PAGE



WAIT FOR AN  
ANSWER  
AND TALK

■ Page will be  
heard from  
built-in  
speaker.



- For Pickup Group 2: At step 2 above, dial 36 instead of 35.
- For Pickup Group 3: At step 2 above, dial 37 instead of 35.
- For Pickup Group 4: At step 2 above, dial 38 instead of 35.

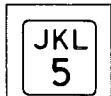
## Call Park Retrieve

Allows extension user to retrieve a call (intercom or outside) on hold at any extension.

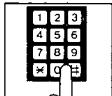
### ■ To Retrieve a Parked Call at Any Extension



LIFT THE HANDSET  
OR PRESS  
"SP-PHONE"



DIAL "5"

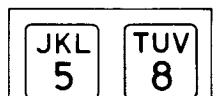


DIAL PARKED  
EXTENSION  
NUMBER

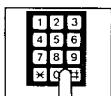
- Even when several outside calls are placed on hold simultaneously, you can retrieve the desired outside call from another extension as following.



LIFT THE HANDSET  
OR PRESS  
"SP-PHONE"



DIAL "58"



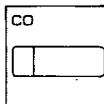
DIAL PARKED  
CO NUMBER  
(1 through 6)

## Flexible CO Button

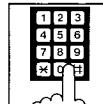
Allows each CO button to change into CO number which is different from printed CO number.

- Be sure the handset is in the cradle and the SP-PHONE button is off.
- Set the MEMORY switch of the KX-T30830, KX-T30820 or KX-T30850 to “**PROGRAM**”.

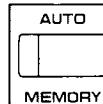
### ■ Setting



PRESS “CO” WHICH IS CHANGED INTO DIFFERENT CO NUMBER



DIAL THE CO NUMBER WHICH IS SET NEWLY (1 through 6)



PRESS “MEMORY”

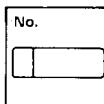
- After programming all CO buttons, return the MEMORY switch to “**SET**”.
- If a call reaches through the CO line that is not assigned in the CO button, the ICM indicator will be flashing quickly, just lift the handset or press the SP-PHONE button, even in the “MAN ANSWER” mode.
- If you make a call with the CO line of which number is not assigned, the ICM indicator will light.
- If a call on CO line of which number is not assigned, is placed on hold, the ICM indicator will flash. To retrieve on hold, press the ICM button.

## Flexible DSS Button (KX-T30830 only)

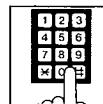
Allows each DSS button to change into extension number which is different from printed extension number.

- Be sure the handset is in the cradle and the SP-PHONE button is off.
- Set the MEMORY switch of the KX-T30830 to “**PROGRAM**”.

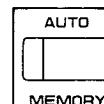
### ■ Setting



PRESS “DSS” WHICH IS CHANGED INTO DIFFERENT EXTENSION NUMBER



DIAL THE EXTENSION NUMBER WHICH IS SET NEWLY (11 through 26)



PRESS “MEMORY”

- After programming all CO buttons, return the MEMORY switch to “**SET**”.

# Auto CO Hunting

Can access any CO line which is not in use directly by picking up the handset or the speakerphone on and tell an extension user which line is accessing by lighting the CO line indicator.

## ■ Setting



LIFT THE HANDSET  
OR PRESS  
"SP-PHONE"



PRS  
7



ABC  
2



1



#



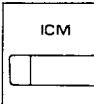
HANG UP OR  
PRESS  
"SP-PHONE"

DIAL "721#"

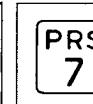
## ■ To Cancel



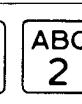
LIFT THE HANDSET  
OR PRESS  
"SP-PHONE"



ICM



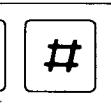
PRS  
7



ABC  
2



OPR  
0



#

DIAL "720#"



HANG UP OR  
PRESS  
"SP-PHONE"

PRESS  
"ICM"

PRS  
7

ABC  
2

OPR  
0

#

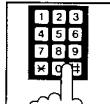
## ■ Dialing through CO Line



LIFT THE HANDSET  
OR PRESS  
"SP-PHONE"



WAIT FOR THE  
C.O. DIAL TONE



DIAL THE PHONE  
NUMBER

- When you access an extension in the Auto CO Hunting Mode, press the ICM button after lifting the handset or pressing the SP-PHONE button.

# Account Code

This feature gives each message of the SMDR an account code of the called or calling party.

(Station Message Detail Recording—SMDR is cost saving feature that records all incoming and outgoing calls through CO line.) This feature has two modes—"Forced" and "Option". In the "Forced" mode, the account code must be entered every time the extension user dials. In the "Option" mode, the account code may be entered when a record of the account code is needed. When setting to the "Forced" mode, see page 3-34 in INSTALLATION MANUAL of the KX-T61610.

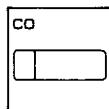
For use of this feature by using KX-T30850, the PROGRAMMABLE FEATURE (F3 only) button must be programmed beforehand as the Account Code button in the KX-T61610. For programming, see page 3-54 in INSTALLATION MANUAL.

## Forced Mode

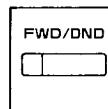
### ■ Making a Call



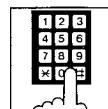
LIFT THE HANDSET  
OR PRESS  
"SP-PHONE"



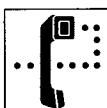
PRESS "CO"  
The FWD/DND  
indicator  
flashes.



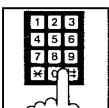
PRESS  
"FWD/DND"  
OR "F3"  
The FWD/DND  
indicator  
lights. And an  
intermittent  
tone is  
heard.



DIAL THE  
ACCOUNT  
CODE  
(Account  
code is  
4 digits.)



WAIT FOR THE  
C.O. DIAL TONE



DIAL THE PHONE  
NUMBER

- You may dial 9 or 81 through 86 instead of pressing the CO button.
- Account code must be required 4 numerical digits except for the **#** and **\*** buttons.
- If the account codes are programmed with the telephone numbers for one touch dialing or system speed dialing, you need not dial the account code when making a call. Program as follows.

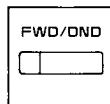


Account code  
(4 digits)

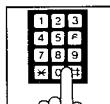
Telephone  
number

## ■ Receiving a Call

If you want to record a calling party's account code in the SMDR, follow the below-mentioned procedure.



PRESS  
"FWD/DND"  
OR "F3"



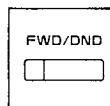
DIAL THE  
ACCOUNT CODE

- The FWD/DND or F3 button must be pressed before you hang up. If the distant party hangs up first, you must press the FWD/DND or F3 button within 30 seconds.

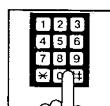
## Option Mode

### ■ Making or Receiving a Call

If you want to record a calling or called party's account code in the SMDR, follow the below-mentioned procedure.



PRESS  
"FWD/DND"  
OR "F3"



DIAL THE  
ACCOUNT  
CODE

( Account  
code is  
4 digits. )

- If you enter the wrong account code, press the FWD/DND or F3 button and enter the correct code.
- The FWD/DND or F3 button must be pressed before you hang up. If the distant party hangs up first, you must press the FWD/DND or F3 button within 30 seconds.

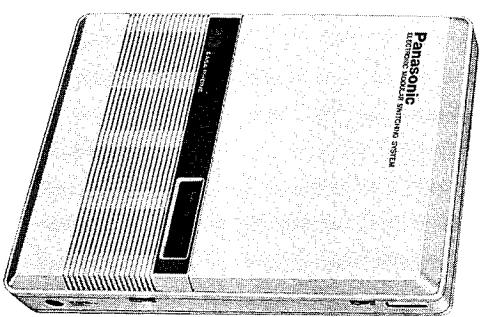
PANUG -005 -

# STATION USER GUIDE

For touch tone and rotary telephone

**Panasonic**  
EASA-PHONE

KX-T30810



See this Station User Guide when you use a touch tone or rotary telephone as an extension.

PANUG-017 -  
[REDACTED]

**Panasonic Company**  
**Division of Matsushita Electric Corporation of America**

One Panasonic Way, Secaucus, New Jersey 07094

**Panasonic Sales Company ("PSC")**,  
**Division of Matsushita Electric of Puerto Rico, Inc.**

San Gabriel Industrial Park, 65th Infantry Avenue, KM 9.5, Carolina, P.R. 00630

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## Detailed Operation

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## Station Program Clear

Dialing (79#) will clear station programs on that extension.	
• The following feature can be canceled.	
Call Forwarding	
Data Line Security	
Dial Call Pickup Deny	
Do not Disturb	



HANG UP

DIAL '79#'	
LIFT THE HANDSET	
• If dial tone (continuous tone) changes to reorder tone (intermittent tone) or a mistake is made, hang up and start again.	
• Various activation tones and Ringing will be heard. (Refer to page 5-6 in INSTALLATION MANUAL.)	
• If your phone has the FLASH key, depress it instead of flashing the hookswitch.	

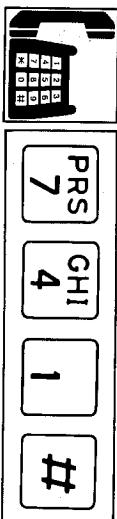
# Station Programming (cont.)

## Quick Reference Card

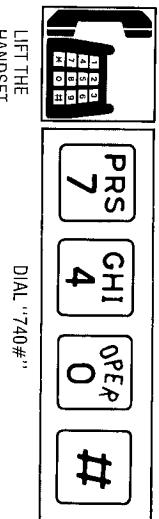
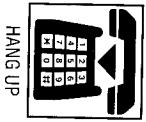
### Data Line Security

This feature provides security when transmitting data through an extension of the KX-T3081.

Call waiting tones and hold time reminder tone are prohibited in this mode.



#### To Cancel



Detach this position

### TO MAKE CALLS

- Lift the handset first.
- After finishing your conversation, hang up the handset.

#### INTER OFFICE CALLING (Intercom)

Dial extension number (11 through 18)

#### OUTWARD DIALING (Automatic Line Access)

**WXY** Dial phone number

#### INDIVIDUAL LINE ACCESS

**TUV** Dial CO number (1 through 3) Dial phone number

#### SPEED DIALING (A rotary phone is not available.)

**\*** Dial speed access code (00 through 99)

#### CALLING DOORPHONE

For doorphone 1 **DEF** **1** For doorphone 2 **DEF** **3** **ABC** **2**

### WHEN A LINE IS BUSY

AUTOMATIC CALL BACK BUSY (camp-on)	<b>TUV</b> 8	Dial CO number	Hear a busy tone	<b>MNO</b> 6	Hear 2 beeps	Hang up handset
For outside calls						
For intercom calls	Dial Extension number		Hear a busy tone	<b>MNO</b> 6	Hear 2 beeps	Hang up handset
BUSY STATION SIGNALING	Dial Extension number		Hear a busy tone	<b>1</b>		
LAST NUMBER REDIAL	Lift handset	<b>#</b>				
	• You may dial "80" instead of pressing the "#" button					

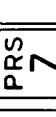
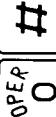
## TO RECEIVE CALLS

ANSWER	Lift handset	
DIAL CALL PICKUP	Lift handset	 4  0
DIRECTED CALL PICKUP	Lift handset	 4  Dial ringing extension number
CALL PARK RETRIEVE	Lift handset	 5  Dial parked extension number

## Do not Disturb

Each extension can be individually programmed from receiving outside or intercom calls.

### Setting

	 7	 1	 1	 0	 #
---	---	---	---	--	---

LIFT THE HANDSET

DIAL "7110#"



HANG UP

## WHILE HAVING A CONVERSATION

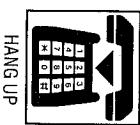
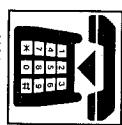
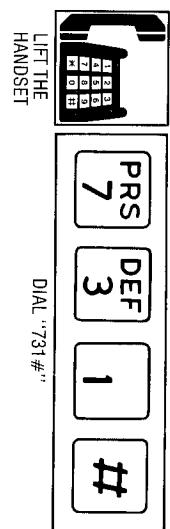
CALL ON HOLD	Flash hookswitch	Hear 2 beeps
To hold		
To cancel	Flash hookswitch	
CALL SPLITTING	Flash hookswitch	Dial 2nd party  To alternate, flash hookswitch repeatedly
CONFERENCE	Flash hookswitch	Dial 2nd party  Consult with 2nd party
CALL WAITING	Hear a call waiting tone	Flash hookswitch  Hang up handset  Lift handset
		 Original call will be on hold and new call can be talked.
		 To terminate the original call and talk to the 2nd call, hang up and then lift the handset. (You don't need to flash the hookswitch.)

# Station Programming (cont.)

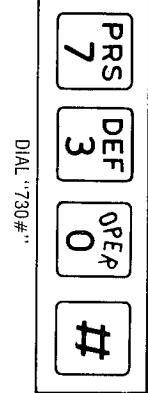
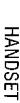
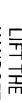
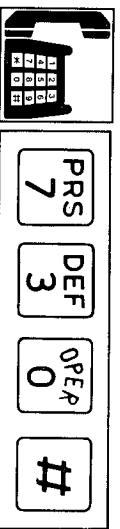
## Dial Call Pickup Deny

Allows you to prohibit any other extension user from answering calls directed to you.

### ■ Setting



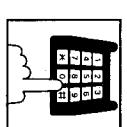
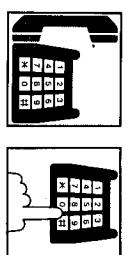
### ■ To Cancel



# To Make Calls

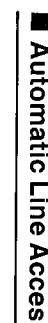
## Inter Office Calling (Intercom)

Station to station dialing within the KX-T30810 system.



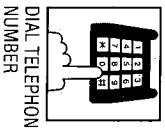
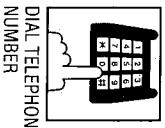
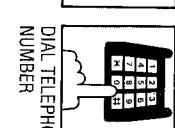
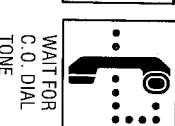
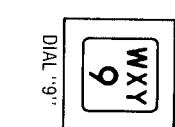
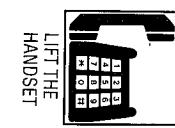
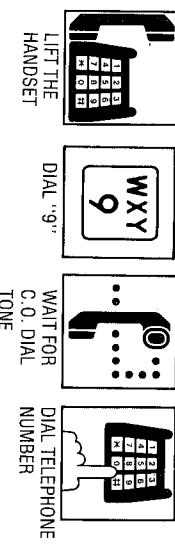
## Outward Dialing

Each extension can automatically select an idle CO (Central Office) line within the KX-T30810.



## Basic Operation

### ■ Individual Line Access



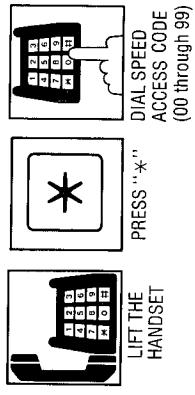
## To Make Calls (cont.)

## Station Programming

### Speed Dialing

There are 100 system of speed dial numbers available.

#### Automatic Selection of CO



- It is no need to access a CO line.
- A rotary phone is not available for the speed calling.
- Continuous use of speed dialing is impossible.

### Calling Doorphone

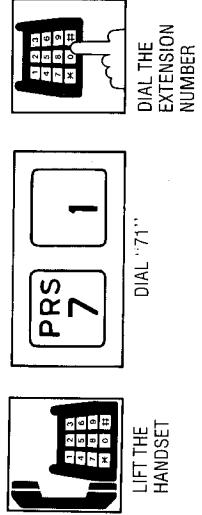
Up to two doorphone (KX-T30865) can be connected to the KX-T30810.

You may dial "0" instead of pressing the "#" button.

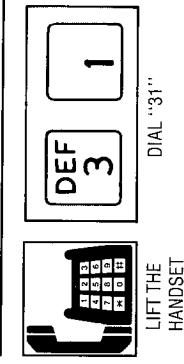
### Call Forwarding

Intercom or outside calls to your extension can be automatically forwarded to any extension within the system.

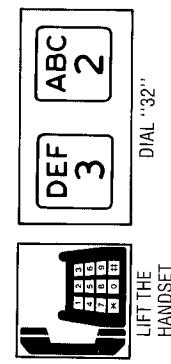
#### Setting



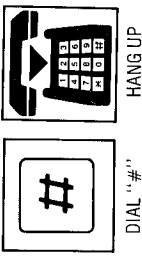
#### Doorphone 1



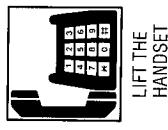
#### Doorphone 2



#### Setting



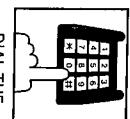
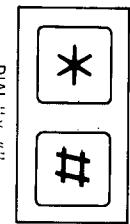
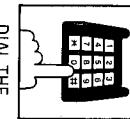
#### To Cancel



# Use of Other Features (cont.)

## Pulse/Tone Conversion

When the dialing mode is required to change a pulse mode to a tone mode in one dialing sequence, this feature is used.  
(e.g. computer-accessed long distance service)

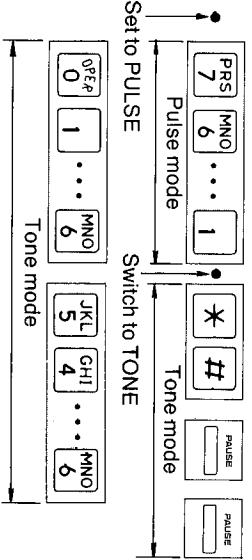


- When you dial using this feature, you must use the line selected in a pulse mode.
- A rotary phone is not available for the Pulse/Tone Conversion.
- You should press "\*" and "#" buttons within 10 seconds after the number of the long distance service company.

- When you use a standard telephone equipped with automatic dialer, be careful the followings:

**Example:** Computer-accessed long distance service

- Local access telephone number of the alternate long distance service company 765-4321, Authorization no. 0123456, Long distance no. 543-210-9876
- Pulse mode is required by local access telephone number of the alternate long distance service company
- Service of MCI, SPRINT, METRO or other systems is used.



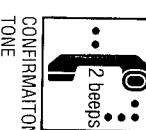
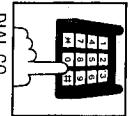
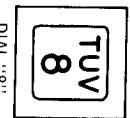
- Store the long distance service company no. in PULSE mode, and switch to the TONE mode to memory the following numbers.

- 19 -

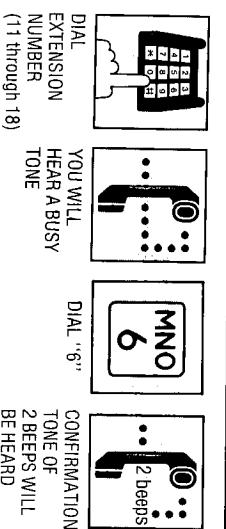
## When a Line is Busy

### Automatic Call Back Busy (Camp-on)

If the intercom extension or outside line you have dialed is busy, you will be automatically called back when the extension or the outside line becomes free using this function. This feature is also known as camp-on.



#### ■ For intercom calls



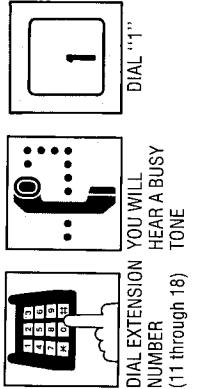
#### ■ When hearing a ring back

- When intercom calls, you will hear the ring back tone.
- When outside calls, you will hear the dial tone from C.O.
- A call back busy cannot be activated on an extension which has a call on hold.
- If you make or receive a call during camp-on mode, the camp-on mode will be canceled.

## When a Line is Busy (cont.)

### Busy Station Signaling

If the extension you have dialed is busy, you can inform that extension that another intercom call is reaching by three beeps. For use of this feature, the other extension is required to be set this feature beforehand in the KX-T30810.

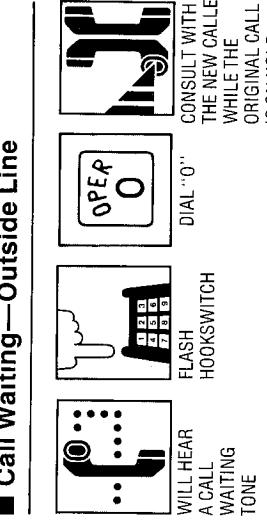


- To answer your signaling, see "Call Waiting" on page 13.

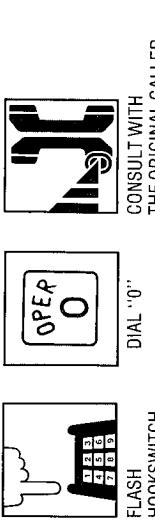
### External Feature Access

Allows extension user to access features of central office or host PBX. (e.g. CALL WAITING FEATURE can be supplied by Central Office.)

- The external feature (call waiting) can only be accessed when engaged on an outside call.



CONSULT WITH THE NEW CALLER WHILE THE ORIGINAL CALL IS ON HOLD



CONSULT WITH THE NEW CALLER WHILE THE ORIGINAL CALL IS ON HOLD



CONSULT WITH THE ORIGINAL CALLER WHILE THE 2ND CALL IS ON HOLD

If the calling party on hold hangs up, the line is terminated.)

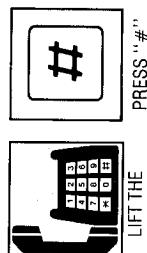
• Flashing the hookswitch and dialing "0" means flash operation.

• If KX-T30810 is connected to host PBX and flash operation is required, follow the procedure of flash operation which is required in the host PBX.

- You may dial "80" instead of pressing the "#" button.

### Last Number Redial

The last phone number dialed on an outgoing call to CO can be redialed.



# Use of Other Features (cont.)

## To Receive Calls

### Paging-Answer

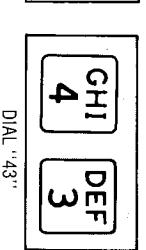
A page from built-in speaker or external paging equipment can be answered from any extension.



LIFT THE  
HANDSET



TALK



DIAL "43"

CONFIRMATION  
TONE OF 1



BEEP WILL  
BE HEARD

### Answer



LIFT THE  
HANDSET

### Dial Call Pickup

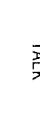
Through the use of this feature, an extension user can answer any ringing extension within their own pickup group.



LIFT THE  
HANDSET



DIAL "40"



TALK



LIFT THE  
HANDSET



BEEP WILL  
BE HEARD

### Directed Call Pickup

An extension may answer an incoming call that is ringing at another extension regardless of the pickup group.



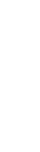
LIFT THE  
HANDSET



DIAL "40"



TALK



LIFT THE  
HANDSET

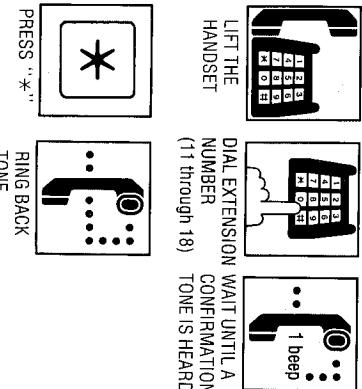


BEEP WILL  
BE HEARD

**Intercom Alerting Mode**

“Voice alerting” (through built-in speaker) that is established at the called party's extension, can be switched to “Tone alerting” (ringing).

• This feature required to be set beforehand in the KX-T30810. For programming, see page 2-29 in installation manual.



PRESS "

RING BACK TONE

- A rotary phone is not available.

- You should press “\*” button within 10 seconds after the dialing.

**Detailed Operation**

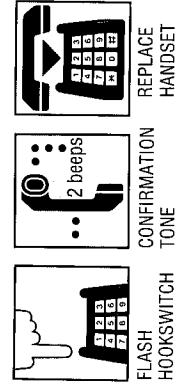
**Basic Operation**

## To Receive Calls (cont.)

### Call Park Retrieve

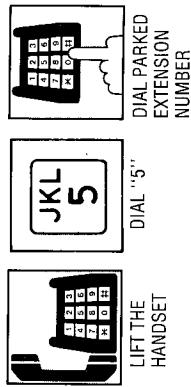
Allows extension user to retrieve a call (intercom or outside) on hold at any extension.

#### ■ To Park a call



- Do not depress hookswitch for more than one second, or party will be disconnected.

#### ■ To Retrieve a Parked Call at Any Other Extension

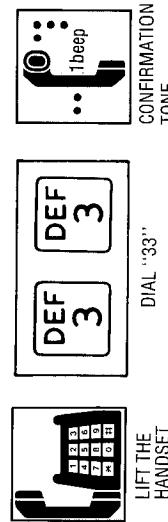


### Paging-External

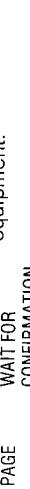
## Paging and Transfer

Allows access to external paging equipment.

#### ■ To Access



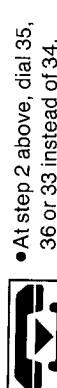
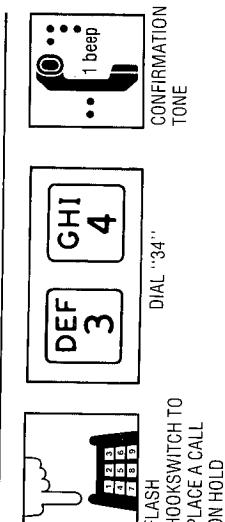
#### ■ To Transfer a Call to the Paged Person



WAIT FOR CONFIRMATION TONE AND TALK OR HANG UP

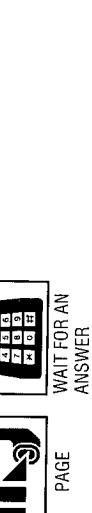
### Paging and Transfer

#### ■ To Transfer a Call to the Paged Person



- If calls from doorphones are not answered within 15 seconds, the calls will be cancelled.
- Each extension has to be programmed for receiving from doorphones. See the "Programmable Doorphone" on page 2-30 in Installation Manual.

• At step 2 above, dial 35, 36 or 33 instead of 34.



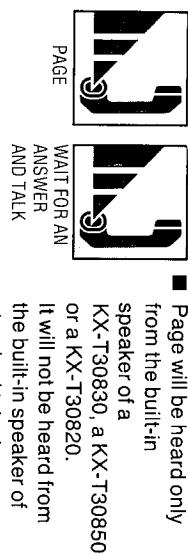
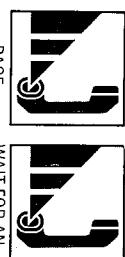
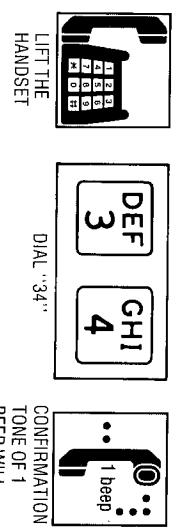
# Use of Other Features

While having a conversation

## Paging All Extensions

Allows paging to all extensions.

### ■ To Access

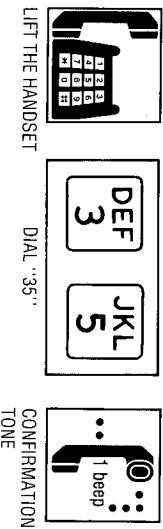
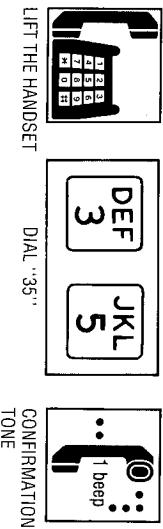
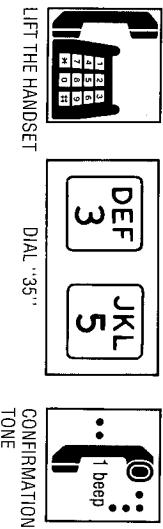
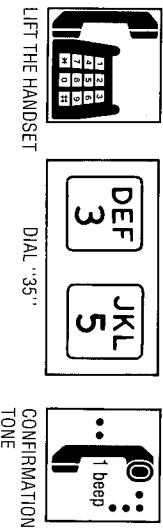
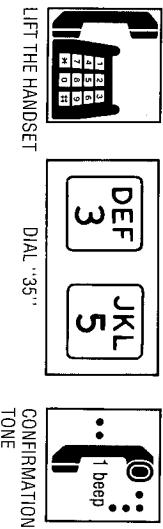
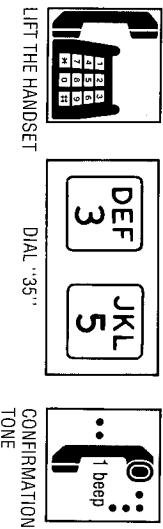
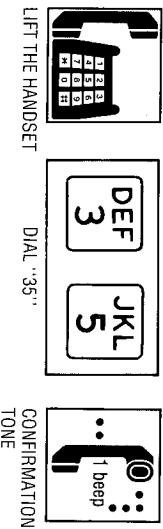
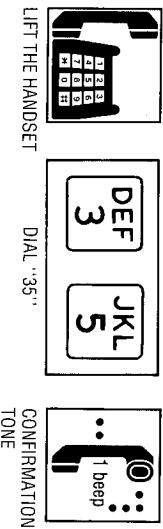
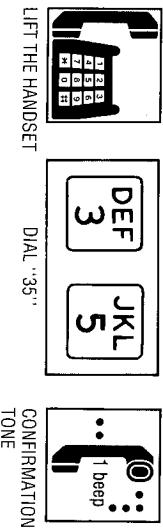
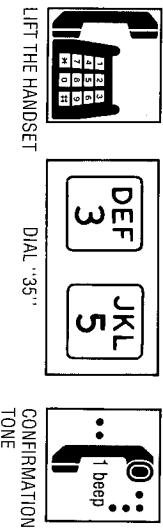
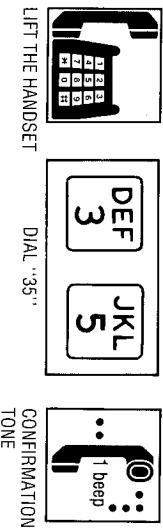
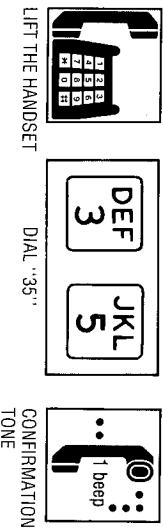
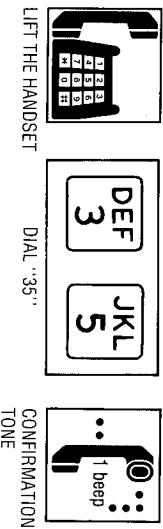
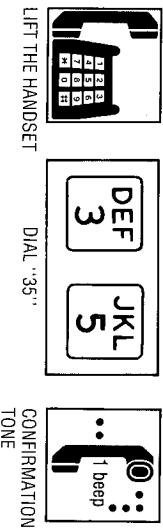
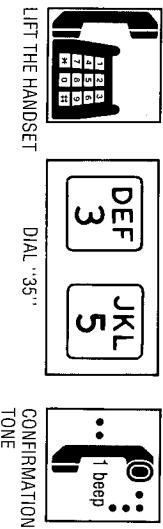
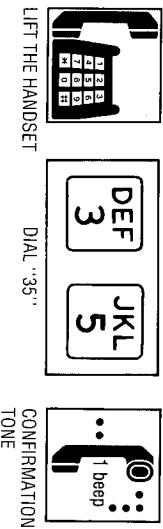
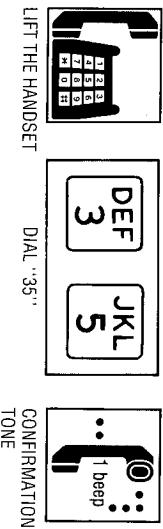
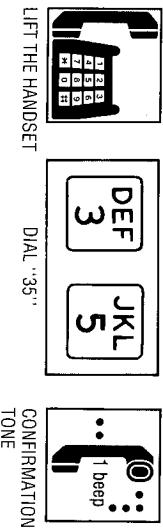
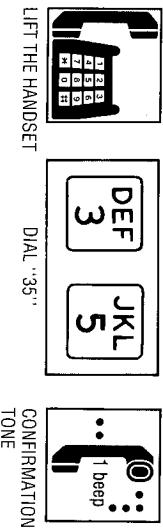
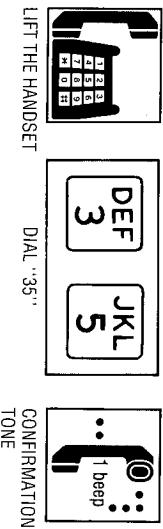
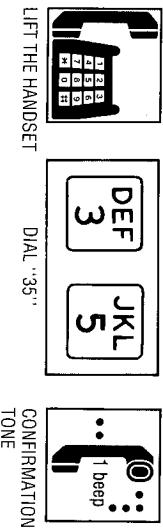
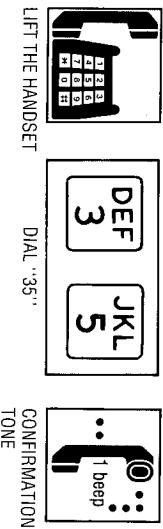
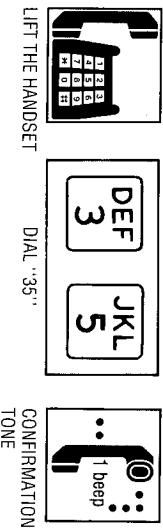
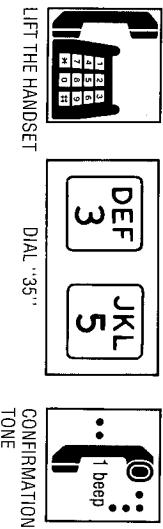
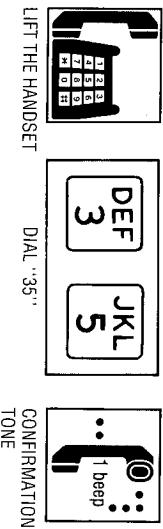
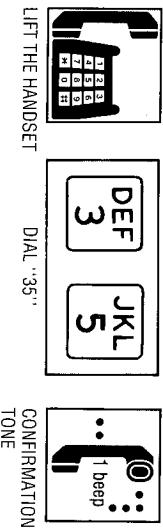
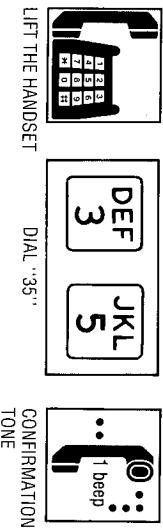
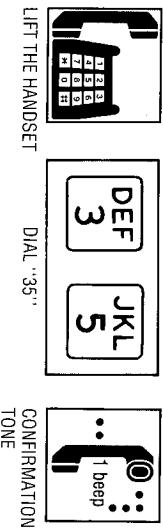
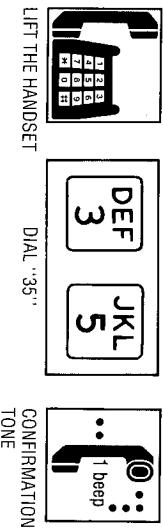
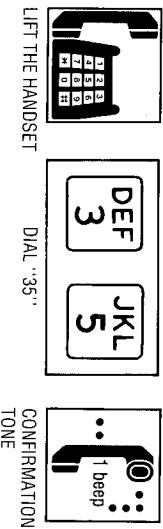
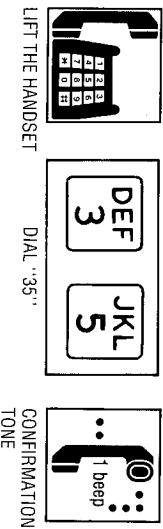
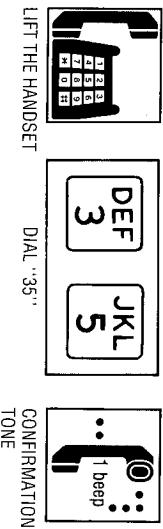
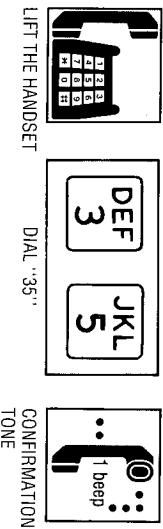
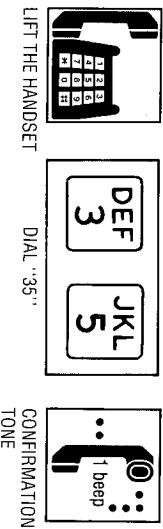
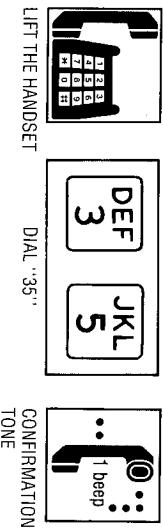
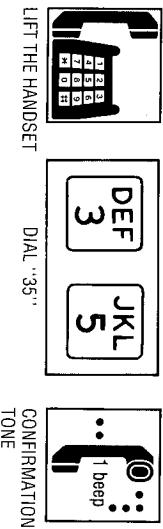
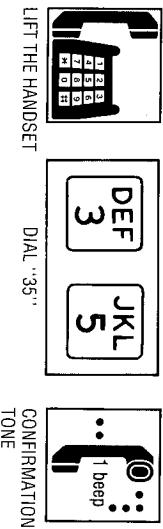
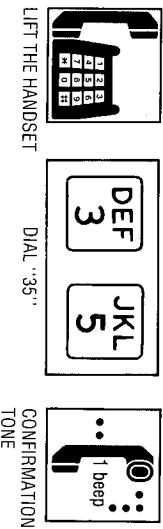
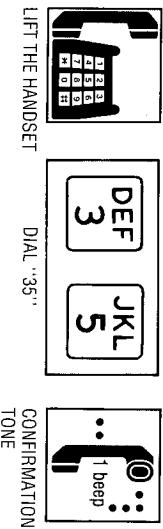
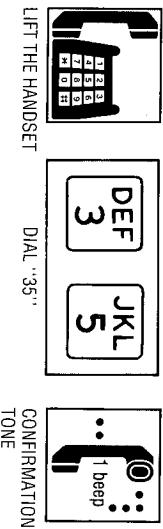
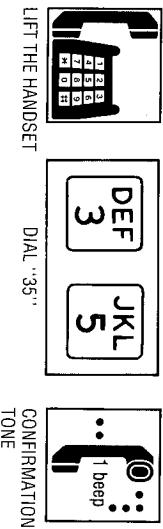
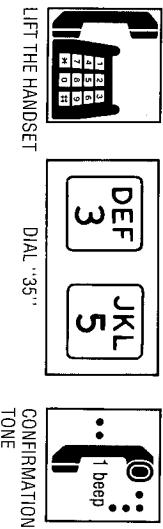
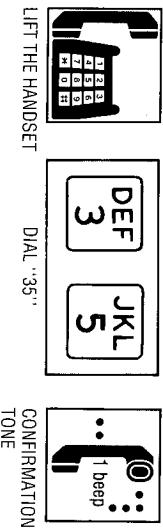
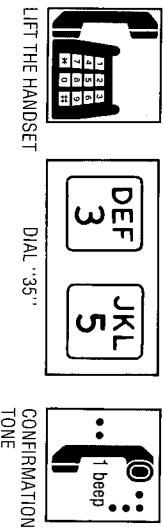
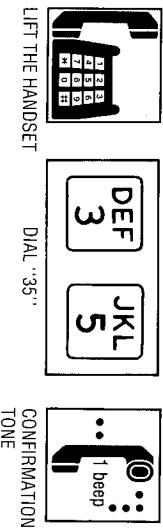
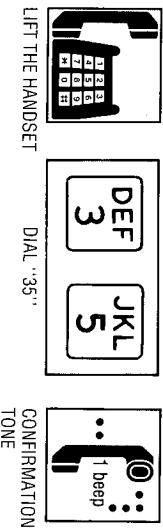
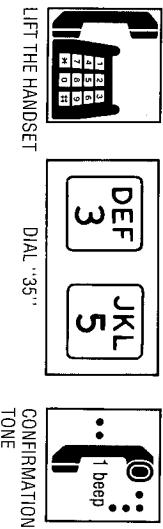
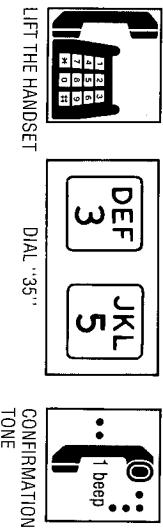
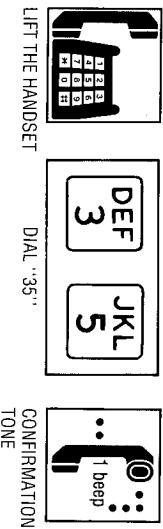
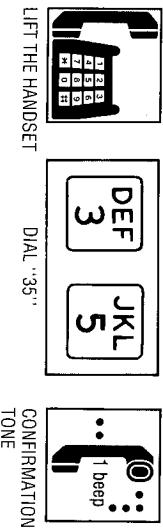
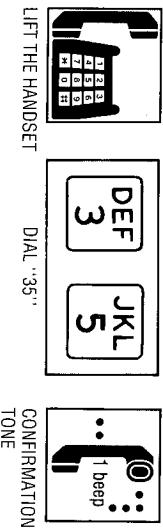
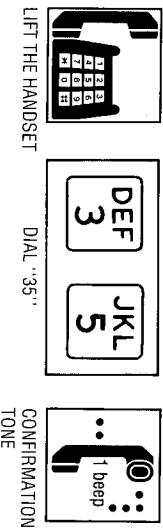
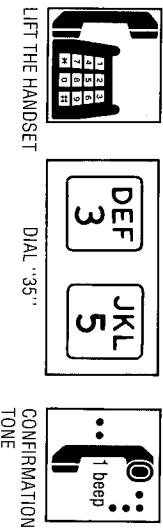
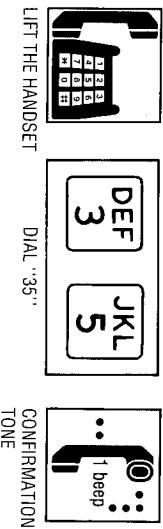
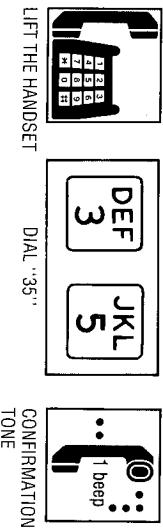
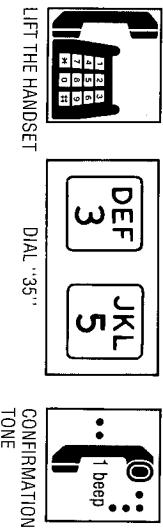
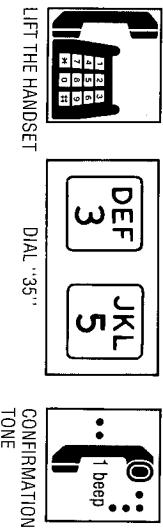
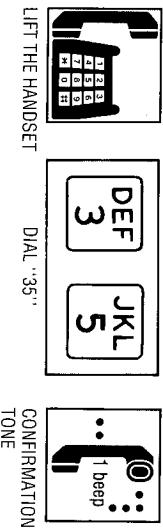
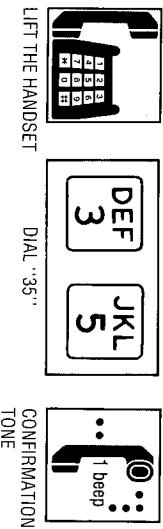
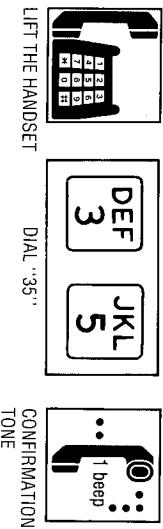
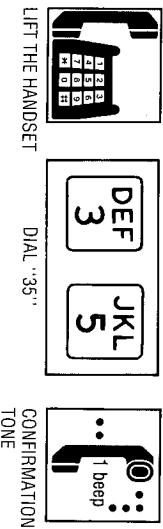
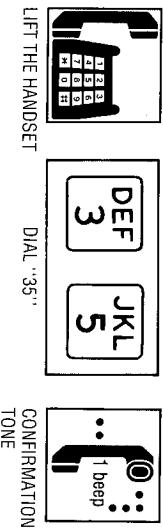
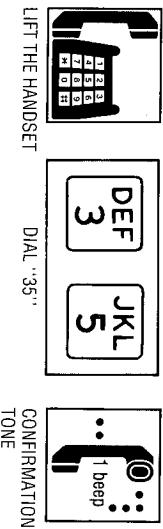
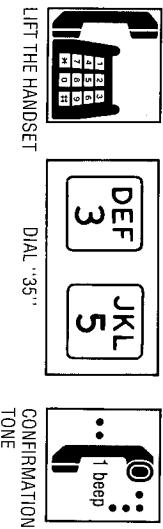
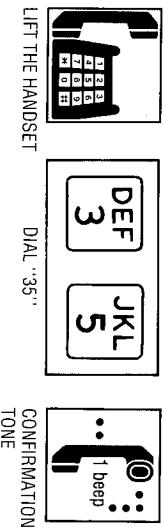
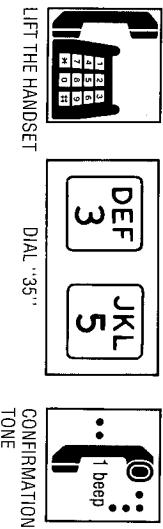
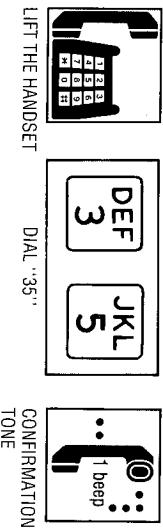
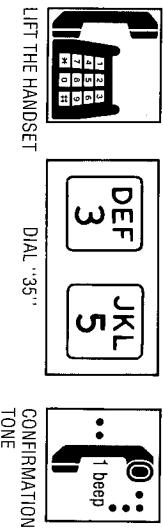
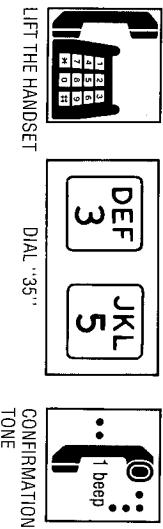
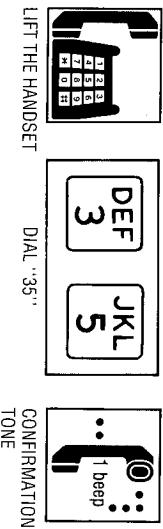
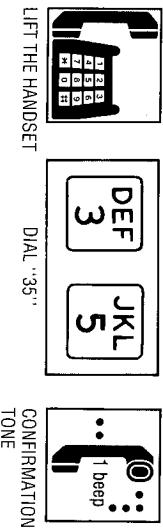
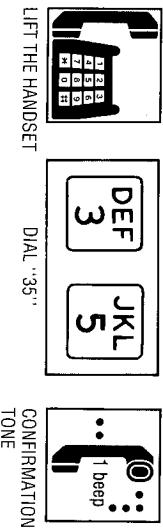
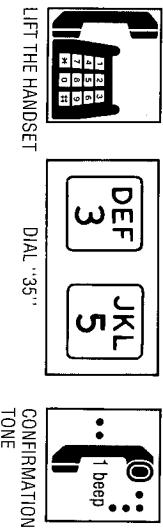
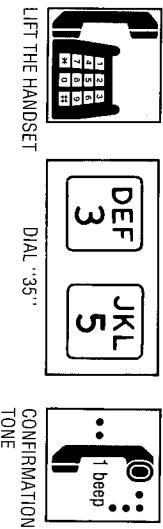
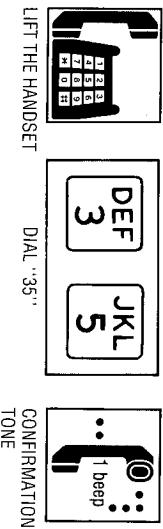
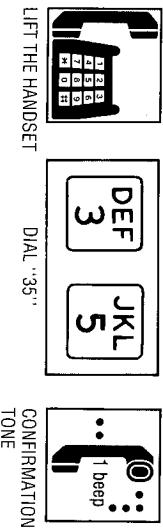
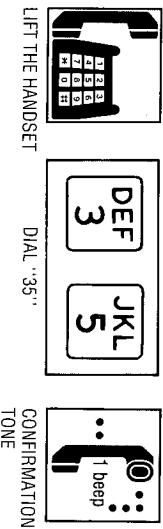
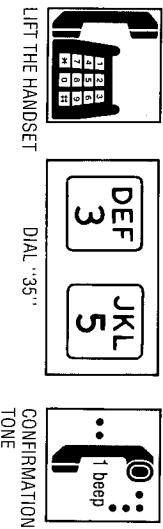
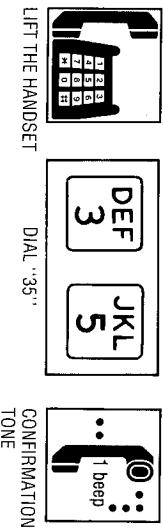
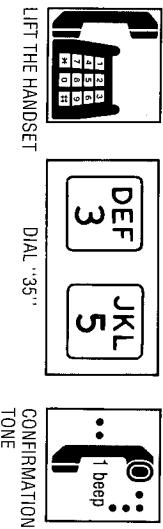
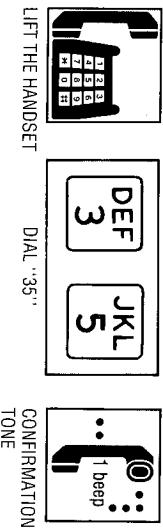
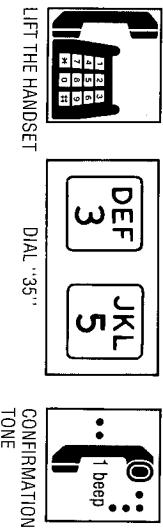
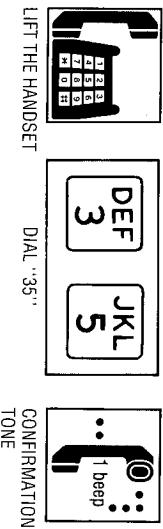
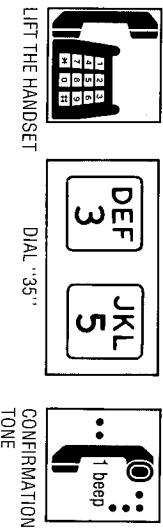
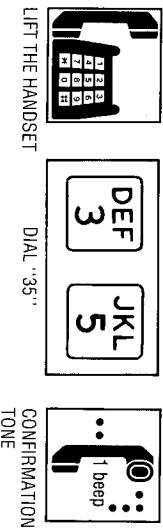
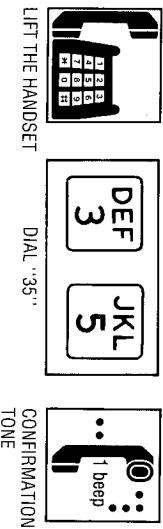
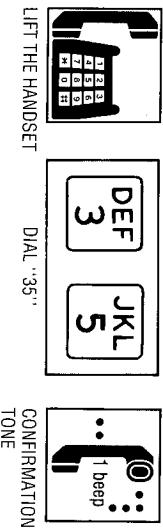
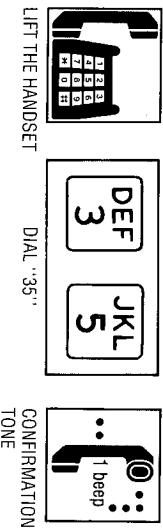
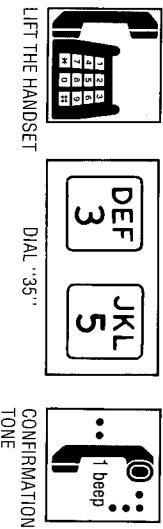
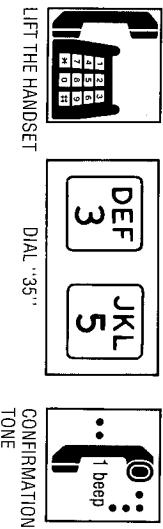
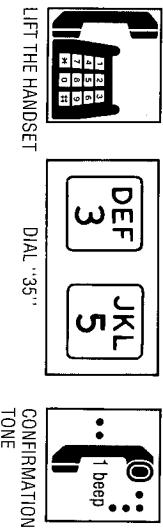
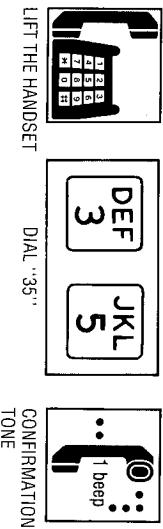
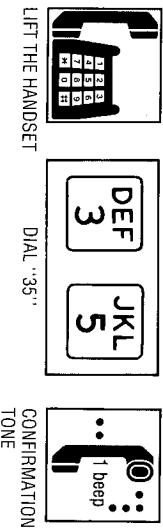
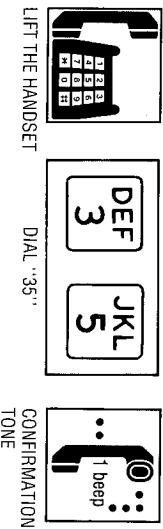
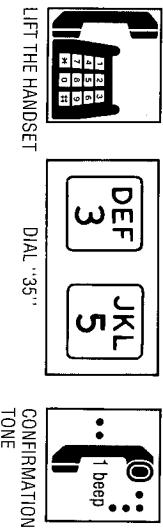
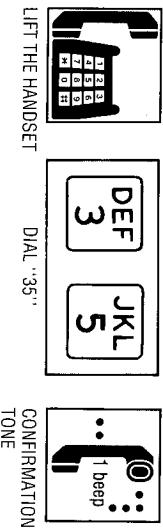
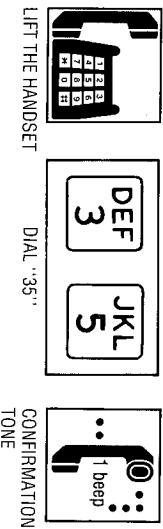
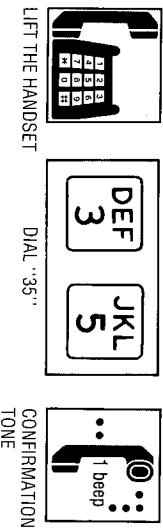
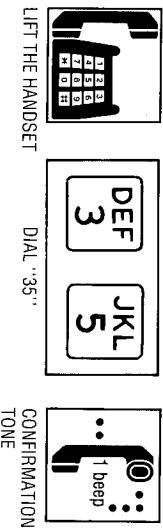
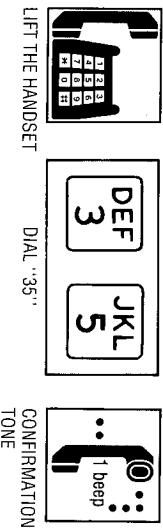
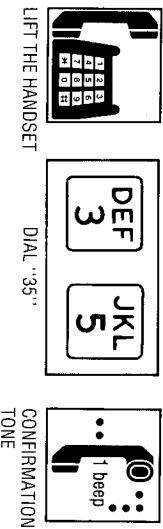
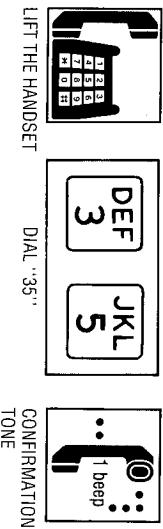
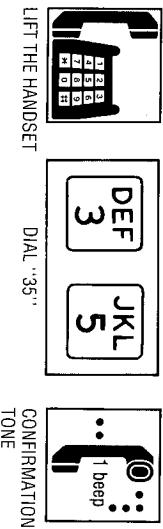
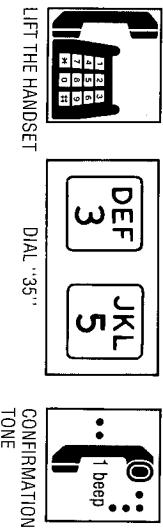
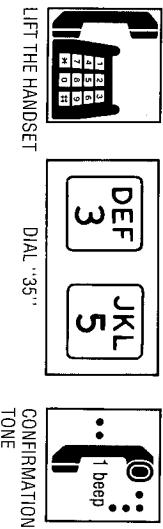
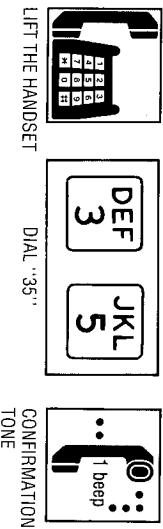
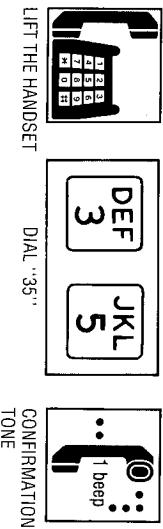
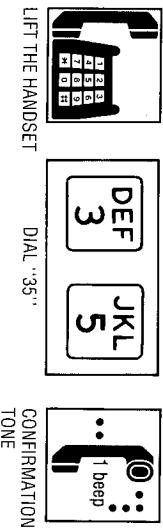
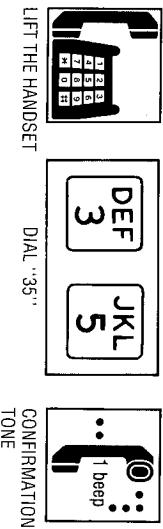
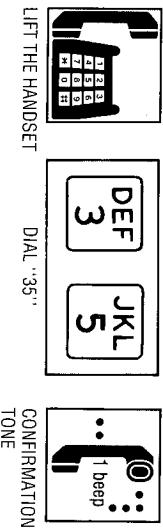
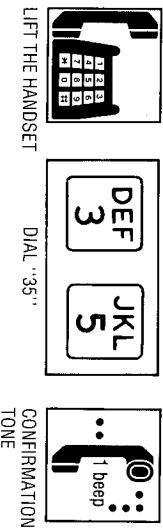
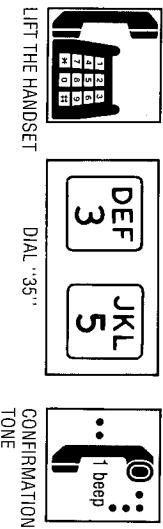
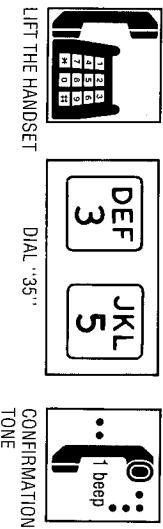
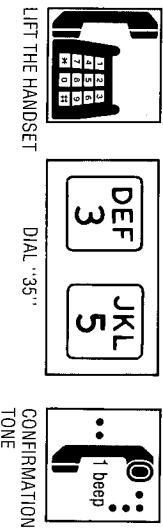
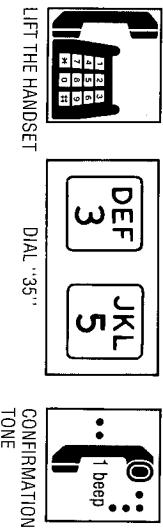
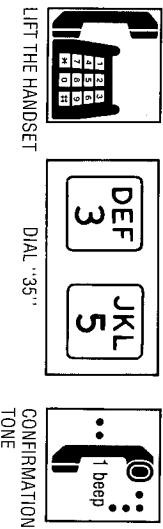
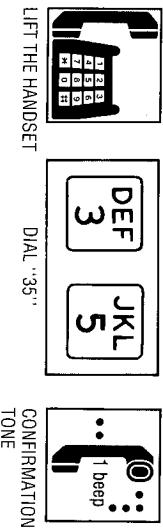
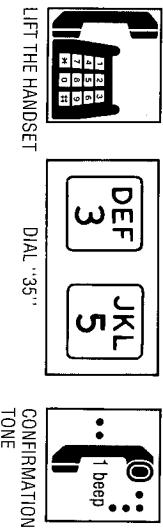
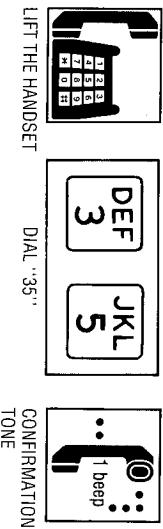
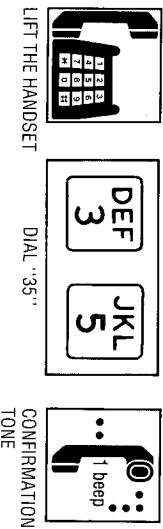
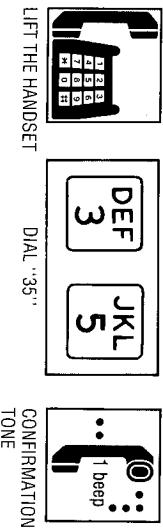
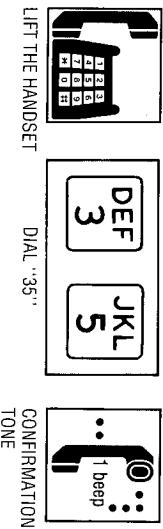
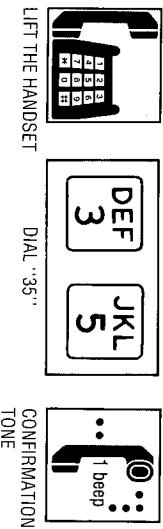
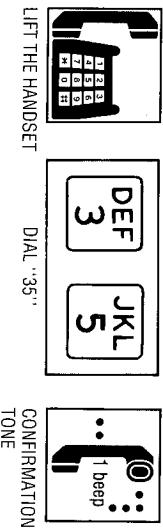
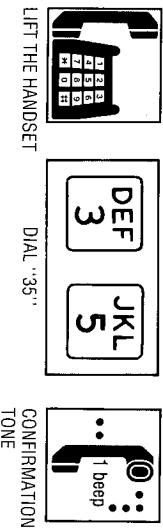
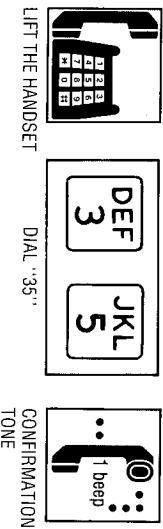
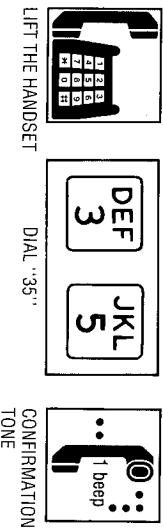
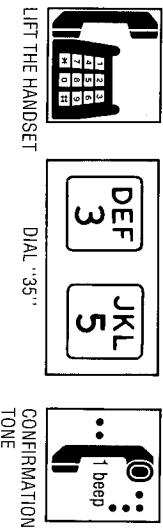
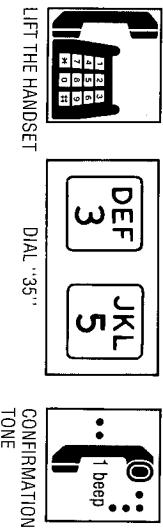
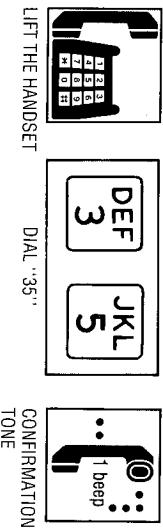
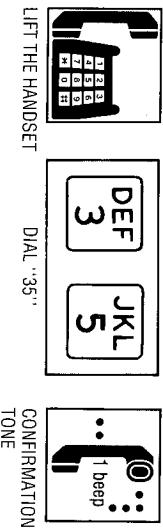
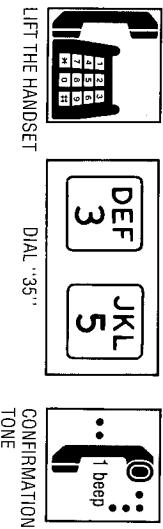
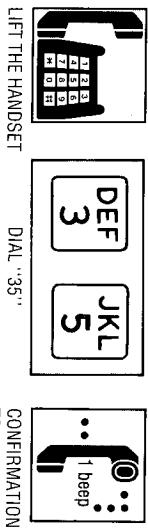


## Paging Group

Allows paging to either of two groups.

### ■ To Access

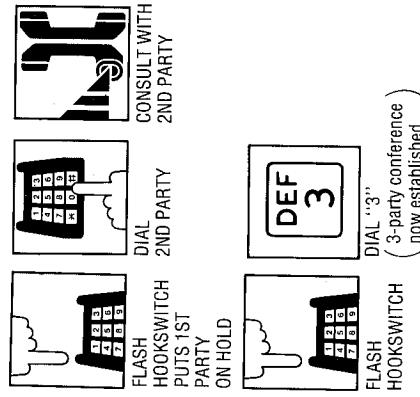
For Pickup Group 1



## While having a conversation (cont.)

### Conference

Allows for up to three party conference, (2-outside/1-inside), (1-outside/2-inside) or (3-inside).



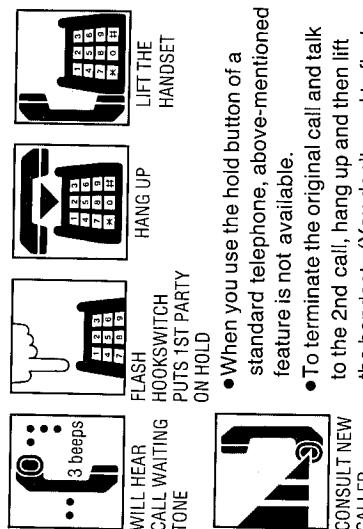
#### ■ To Terminate Conference

Replace the handset.

- The other two parties are directly connected together and can converse with each other. (Intercom calls and intercom to outside are OK, outside to outside is not possible.)

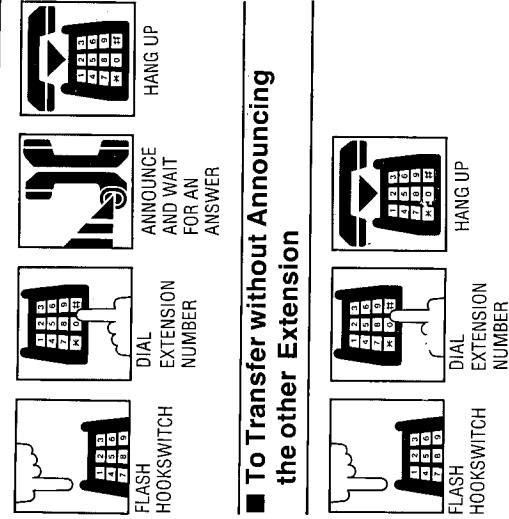
### Call Waiting

Call Waiting Tone during a conversation indicates there is a new incoming outside call or intercom call. This feature is required to be set beforehand in the KX-T30810. For programming, see page 2-24 in installation manual.



### Call Transfer

Outside or intercom calls may be transferred to any extension manually.



#### ■ To Retrieve the Call

If the other extension did not receive the transferred call within 30 seconds after the call has been transferred, the call will return to you. In this case:



#### ■ To Change the Party to Whom a Call is Transferred before Hanging up

Flash the hookswitch to retrieve the call, then repeat the procedure of Call Transfer.